

EXAMPLE  
**COURSE SYLLABUS**  
Course Name  
Term/Semester

**Instructor**

Name:

**Contact Information**

Email address:  
Phone number:  
Office hours:  
Office number:

**Class description and objectives**

**Class guidelines**

Student expectations:      (1) Be on time  
   (2) Be attentive  
   (3) Complete assignments on time

Parent expectations\*:      (1) Quiz students on Montana traffic laws  
   (2) Practice driving with students

\* I will provide helpful tips to parents about how to do these

**Class requirements and grading**

REQUIREMENTS	GRADING	POINTS
3 tests	100 pts/each	300
20 homework activities	10 pts/each	200
<b>TOTAL</b>		<b>500</b>

**GRADE = 450-500=A; 400-449=B; 350-399=C; 300-349=D; 348 or below=F**

## Semester outline and assignments

[illegible]

## Homework policy

### Make-up policy

## Parent Agreement

I, \_\_\_\_\_, have read the course syllabus. I will contact the instructor if I have any questions about the course syllabus, or if I have any other questions about my child, \_\_\_\_\_, and the course during the semester. I understand that I am expected to assist my child with learning the Montana traffic laws and supervising practice driving. I also understand that the instructor will provide me with guidelines about how to do these.

In addition, here is my contact information

Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_

Email address: \_\_\_\_\_

Best ways to contact me:

☐ home phone      ☐ work phone      ☐ email      ☐ send information home with my child

Best days / times to contact me:

☐ Sunday    ☐ Monday    ☐ Tuesday    ☐ Wednesday    ☐ Thursday    ☐ Friday    ☐ Saturday

☐ Morning    ☐ Afternoon    ☐ Evening    ☐ Night    ☐ Other: \_\_\_\_\_

Parent(s) Name(s): \_\_\_\_\_

Parent(s) Signature(s): \_\_\_\_\_

Date: \_\_\_\_\_

Crated by Jessica Hartos, PhD  
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